DEPARTMENT OF THE NAVY
COMMANDER NAVAL AIR FORCE
UNITED STATES ATLANTIC FLEET
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COMNAVAIRLANTINST 3500.85
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COMNAVAIRLANT INSTRUCTION 3500.85

Subj: CONVENTIONAL WEAPONS TECHNICAL PROFICIENCY INSPECTION (CWTPI)/ SHIPBOARD HANDLING ORDNANCE CERTIFICATION (SHOC) PROGRAM

Ref: (a) COMNAVAIRLANTINST 3500.42J
(b) COMNAVAIRLANTINST 8023.5H

Encl: (1) CWTPI Guide for COMNAVAIRLANT Squadrons
(2) SHOC Guide for Marine Aircraft Squadrons

1. Purpose. To provide guidance and establish procedures for administering the CWTPI and SHOC Program for carrier-based air wing and shore-based squadrons of Commander Naval Air Force, U.S. Atlantic Fleet (COMNAVAIRLANT).

a. This instruction is designed to serve as a guide for conducting CWTPI/SHOC training and inspection during the inter-deployment training cycle (IDTC). It will also serve as a standard for measuring squadron readiness in the handling of conventional air-to-air and air-to-ground ordnance.

b. When combined with references (a) and (b), this instruction will provide a comprehensive document, setting forth inspection requirements and standards for administering the CWTPI and SHOC Program.

2. Background.

a. As with reference (b), CWTPI was created as a result of disastrous explosive incidents that led to significant loss of life and material damage. It was then concluded that the majority of explosive mishaps were caused by human error. Lack of training, incompetence, supervision and failure to follow established procedures were determined to be significant contributing factors.

b. CWTPI and the SHOC Program have proven to be effective measures for avoiding the mistakes of the past and ensuring the competence of shipboard ordnance handlers. CWTPI combined with the SHOC Program will aid in determining a squadron's ordnance capabilities and training requirements.

3. Action.

a. Type Wing Commanders. Type Wing Commanders are tasked with the primary responsibility of administering the CWTPI/SHOC program, and supporting carrier air wing commanders and squadron commanding officers in training assigned units. They are responsible for providing refresher training and technical assistance that supports CWTPI/SHOC during turnaround training, and monitoring the proficiency of conventional weapons capabilities to their assigned aircraft platform. CWTPI/SHOC inspection schedule shall be administered per enclosures (1) or (2) as appropriate.

b. Carrier Air Wing Commanders. Carrier Air Wing Commanders are tasked with the primary responsibility of having well-trained squadrons in a high state of readiness to conduct conventional weapons armament systems checks, handling, loading, and delivery of selected weapons throughout IDTC and deployment. They are additionally responsible for ensuring assigned squadrons conduct training and maintain proficiency on conventional weapons capabilities.

c. COMNAVAIRLANT squadrons having conventional weapons capability are directed to maintain a high state of readiness.

d. The SHOC Program is a modified CWTPI developed for USMC squadrons assigned to a carrier air wing. It is intended to establish shipboard integration training requirements, and provide a method to evaluate a USMC squadron's state of readiness to conduct conventional weapons handling and loading evolutions using the approved Single Hoist Ordnance Loading System (SHOLS) and Shipboard Armament Weapons Support Equipment (AWSE).

e. Personnel whose duties involve ammunition, weapons, and other explosive devices must have a thorough knowledge and capability of performing release and control systems checks. During a CWTPI or SHOC, personnel may be required to demonstrate their proficiency in release and control systems test, configuration, handling, and loading of all weapons currently listed in the tactical manual for the type aircraft assigned.

f. Squadron conventional weapons capability will be demonstrated periodically in a CWTPI or SHOC Inspection using predetermined weapons configurations derived from the appropriate tactical manuals, loading manuals, and checklists.

g. Maximum benefit will be gained from the CWTPI/SHOC Program if it is used as a tool to identify ineffective areas in squadron ordnance operations. Consequently, simulations will be held to a minimum.

h. The CWTPI/SHOC is considered classroom environment training. Emphasis will be placed on safety, reliability, and proper handling and loading procedures. Timeliness will not be a factor in determining inspection results. However, it may be added as a comment in the final inspection report.

i. All echelons of command subject to or administering CWTPI or the SHOC Program will utilize enclosure (1) or (2) as appropriate.

4. Records and Reports. Records and reports affecting CWTPI/SHOC Program are specified in enclosures (1) and (2) of this instruction.

CWTPI GUIDE FOR COMNAVAIRLANT SQUADRONS

1. COMNAVAIRLANT Guidance.

a. The Chief Inspector for the inspection team shall be the weapons officer from the cognizant type wing or the respective weapons school CO/OIC. Use of the readiness squadron and weapons school personnel to assist in the conduct of the inspection is authorized and encouraged.

b. CWTPI intervals for all deploying squadrons will be once per IDTC. All other squadrons will be 24 months. Waivers/Extensions will only be approved under special circumstances. The following additional CWTPI planning guidance is provided (COMNAVAIRPAC squadrons assigned to COMNAVAIRLANT carriers will follow COMNAVAIRPAC guidelines):

(1) CONUS based carrier air wing squadrons will complete a CWTPI prior to the Fallon phase of the IDTC.

(2) VP squadrons will complete a CWTPI within 90 days prior to deployment.

(3) HSL detachments will complete a CWTPI 30 to 150 days prior to deployment.

(4) All squadrons who are assigned a new weapons system capability will have specific training administered by the type wing. A completion letter will be provided to the squadron, CVW weapons officer, and COMNAVAIRLANT (N85) for the new capability prior to deployment.

c. The squadron commanding officer may request a review of the effectiveness of the commands QUAL/CERT program. Comments will be included in the administrative portion of the CWTPI.

2. Scope of CWTPI. The CWTPI will include the following:

a. Demonstration of a weapons acceptance inspection in the normal strike configuration, and transport to the aircraft utilizing the appropriate handling gear.

b. Load and fuze ordnance following established procedures utilizing proper equipment, while observing all applicable safety and RADHAZ precautions.

c. Conduct applicable post-load checks, and fuze settings, etc., to ensure the weapons system is ready for launch.

d. Demonstration of post engine-turnup, and arming/dearming procedures using applicable hand and arm signals.

3. CWTPI Responsibilities.

a. Commanding Officer of inspected unit shall:

(1) Develop a letter of instruction in accordance with the respective type wing commanders requirements. A copy will be provided to the chief inspector.

(2) Provide a FMC aircraft, test equipment, handling gear, and other equipment required for the inspection.

b. Type Wing Commander shall:

(1) Maintain a CWTPI program for squadrons within their jurisdiction.

(2) Coordinate with the carrier air wing commander in scheduling refresher training and providing technical assistance prior to administering a CWTPI.

(3) Provide full-scale training ordnance, and test, handling, and assembly equipment not organic to the inspected unit.

(4) Prepare grading criteria to evaluate all necessary ordnance operational evolutions (e.g. aircraft preparation, release and control systems checks, weapons inspection, load/post-load quality assurance and launch, and arm/dearm procedures) within the scope of the inspection.

(5) Prepare an ordnance load plan specifying the weapons configuration to be used by the squadron being inspected.

(6) Conduct a critique of the CWTPI with the squadron commanding officer and other cognizant personnel. Identify deficiencies and recommend areas for additional training.

4. CWTPI Records and Reports.

(1) The inspection grade assigned will be satisfactory, or unsatisfactory based upon the overall proficiency of the unit concerned.

(2) The report will identify major deficiencies as an aid for determining additional emphasis needed during training. Any deficiencies in weapon systems correctable by technical assistance will be specifically identified so that the cognizant type wing commander can take appropriate action.

5. Unsatisfactory CWTPI.

(1) Squadrons receiving an overall grade of unsatisfactory will be prohibited from conducting any inert or live ordnance flight operations (including external stores such as, fuel tanks, and pods) until the CWTPI is satisfactorily completed.

(2) Type wing commanders will notify COMNAVAIRLANT (N85) of squadrons receiving an unsatisfactory grade, and provide re-inspection status.

(3) Air wing commanders may request an exception of the ordnance prohibition from COMNAVAIRLANT (N85).

SHOC GUIDE FOR MARINE AIRCRAFT SQUADRONS

1. COMNAVAIRLANT Guidance.

a. COMNAVAIRLANT (N85) will direct the applicable type wing commander to develop and implement a training curriculum to support SHOC inspection preparation.

b. The Chief Inspector for SHOC inspections will be assigned by COMNAVAIRLANT (N85). The inspection team will consist of a Navy Aviation Ordnance Officer (6360/7361) and a Marine Aviation Ordnance Officer (6502) as a minimum. Additional inspection team members will be assigned by COMNAVAIRLANT (N85) as necessary to ensure a comprehensive evaluation process.

c. The SHOC training and inspection schedule is as follows:

(1) Conduct initial training (normally conventional weapons loading course and conventional release and control systems testing) prior to integration with the carrier air wing.

(2) Provide technical assist visits when requested.

(3) Conduct a SHOC inspection prior to shipboard embarkation (CQ excluded).

2. Scope of SHOC. The SHOC program shall include the following elements:

a. Demonstration of aircraft configuration as required to support the ordnance load plan.

b. Demonstration of weapons acceptance inspection in the normal strike configuration, and transport to the aircraft using approved shipboard AWSE equipment.

c. Loading and fuzing of weapons following established procedures, using SHOLS equipment, and observing all applicable safety and RADHAZ precautions.

d. Conducting applicable post-load checks to ensure weapon systems are ready for launch.

e. Demonstration of post engine-turnup, and arming/dearming procedures using applicable hand and arm signals.

f. Review the command's QUAL/CERT program in accordance with Marine Corps Order 8023.3 series.

3. SHOC Inspection Responsibilities.

a. Commanding Officer of inspected Marine Aircraft Squadron shall:

(1) Provide FMC aircraft, personnel, test equipment, and other necessary equipment required supporting load training for the SHOC program.

(2) Organizational level maintenance requirements for assigned SHOLS and AWSE shipboard equipment shall be conducted by the holding USMC squadron.

b. Type Wing Commander shall:

(1) Assist COMNAVAIRLANT (N85) in the development and implementation of a training curriculum to support SHOC inspection preparation.

(2) Provide qualified personnel to conduct training and augment the SHOC inspection team as directed by COMNAVAIRLANT (N85).

c. Carrier Air Wing Commander (CVW) shall:

(1) Coordinate with COMNAVAIRLANT (N85 and N422) to ensure the entire array of SHOLS and AWSE shipboard equipment is made available for training throughout the integration process.

(2) Monitor organizational level maintenance requirements for assigned SHOLS and AWSE shipboard equipment.

(3) Monitor intermediate level maintenance conducted by qualified personnel assigned from the issuing activity designated by COMNAVAIRLANT as the support activity.

(4) Monitor the proficiency of conventional weapons handling and loading using approved SHOLS and AWSE shipboard equipment throughout the integration phase and deployment.

(5) Coordinate with type wing commander and integrating USMC squadron to schedule training and technical assist visits in preparation for the SHOC inspection.

d. Applicable Marine Aircraft Group (MAG): Ensure the full array of inert/training weapons reflective of the T/M/S aircraft capabilities are available.

4. SHOC records and reports.

a. The inspection grade assigned will be satisfactory or unsatisfactory, based upon the overall proficiency demonstrated by the unit inspected.

b. An inspection report will be prepared and submitted by the Chief Inspector to the squadron commanding officer and cognizant carrier air wing commander.

c. The Chief Inspector will conduct a post SHOC critique with the squadron commanding officer identifying deficiencies and areas where additional training may be required.

5. Unsatisfactory SHOC inspection: The Chief Inspector will immediately notify the commanding officer of the squadron and the Marine aircraft group of findings resulting in a unsatisfactory inspection. Squadrons receiving an overall grade of unsatisfactory for a SHOC inspection will be prohibited from conducting any inert or live ordnance flight operations (including external stores such as, fuel tanks, and pods) aboard a CV/CVN until remedial training is provided and the SHOC inspection is satisfactorily completed.